North Central Regional Transit District
Board Meeting
Friday, February 5, 2010

1. CALL TO ORDER:

A regular monthly meeting of the North Central Regional Transit District Board was called to order on the above date at approximately 9:00 a.m. by Chairman Alfred Herrera at the NCRTD Conference Room, 3600 Rodeo Lane Suite B-6, Santa Fe, New Mexico.

a. Pledge of Allegiance

b. Moment of Silence

c. Roll Call

Roll call indicated the presence of a quorum as follows:

Members Present:

City of Española	Councilor Alfred Herrera, Chairman
Los Alamos County	Mr. Tony Mortillaro [telephonically]
Rio Arriba County	Mr. Tomas Campos [telephonically]
San Ildefonso Pueblo	Mr. Raymond Martínez
Ohkay Owingeh	Mr. James Chancellor
Santa Clara Pueblo	Ms. Mary Lou Quintana
City of Santa Fe	Mr. Jon Bulthuis [telephonically later]
Santa Fe County	Mr. Andrew Jandáček, Commissioner Liz Stefanics [telephonically]
Tesuque Pueblo	Mr. Larry Samuel [telephonically]
Taos County	Mr. Sammy Pacheco [telephonically]

Members Absent

Pojoaque Pueblo

Staff Members Present

Ms. Josette Lucero, Executive Director
Mr. Jack Valencia, Transit Project Manager
Ms. Cynthia Altheyab, Executive Assistant
Ms. Marjorie Kaplan, Finance Director
Ms. Christina Cordova, Marketing Director

d. Introductions

Those present introduced themselves.

e. Approval of Agenda

Mr. Mortillaro moved to approve the agenda as published. Mr. Campos seconded the motion and it passed by unanimous voice vote.

f. Approval of Board Meeting Minutes, January 8, 2010

Mr. Campos moved to approve the minutes of January 8, 2010 as submitted. Mr. Mortillaro seconded the motion and it passed by unanimous voice vote

g. Public Comments Regarding Transportation Items or Issues

None.

2. ACTION ITEMS APPROVAL/DISCUSSION:

a. Approval of Resolution 2010-01 Requiring All Members to Attend the NCRTD Meetings and Waiving the Potential Effects on the 2009 Attendance Report as it Relates to Removal of Members

Mr. Valencia presented this report. This resolution would grant forgiveness from the 2009 attendance requirements and a strict adherence in 2010.

Mr. Campos moved to approve the resolution. Mr. Pacheco seconded the motion.

Mr. Mortillaro noted a grammatical correction needed in the fifth whereas and the seventh whereas statements.

Mr. Pacheco agreed. He said the rule should also be cited in the resolution.

Ms. Lucero said they would cite the bylaw to which it referred.

Mr. Campos and Mr. Pacheco agreed that those amendments were friendly.

Chairman Herrera noted that they might have a lot of meetings and were trying to streamline that process. Everyone was busy so he thought they would reduce the impact when they looked at item 2-c and if approved, would do better with the attendance. They also had a lot of special meetings in 2009.

Mr. Campos thought it was on special meetings that affected Rio Arriba. Mr. Valencia agreed and said they analyzed attendance both ways. Rio Arriba would have been under the special meeting inclusion.

Chairman Herrera asked if Mr. Campos was thinking they might need extra meetings during construction. Mr. Campos agreed.

The motion passed by unanimous voice vote.

b. Maintenance Facility Financial Reallocation

At the last Finance Committee meeting Ms. Lucero presented a capital budget of carryover funds and Los Alamos grant monies. They approved a recommendation for the Board to consider.

Ms. Kaplan referred to the spreadsheet and went through it line by line to show how they were able to find $514,000 in available funds for the maintenance facility.

Mr. Pacheco asked what would happen if the Town of Taos decided to join the NCRTD in 2010.

Ms. Kaplan said they had less than five months left in the fiscal year and it seemed unlikely it would happen that quickly.

Ms. Lucero explained that when the Board decided to use Los Alamos GRT monies to pay the local match amounts that started discussions on what would happen when they got new members. The discussion was that after 2009 that all went away and members would need to pay the local match once again.

Mr. Pacheco concluded that since the reallocated Los Alamos GRT would disappear then any new entities joining would be responsible for putting their match into the fund.

Ms. Lucero said it hadn't been finalized by Finance in a recommendation to the Board. The Board would either choose to charge for becoming a member or decrease services in Taos to bring them on board.

Mr. Mortillaro said the Finance Committee discussed this reallocation in depth. The Committee recommended that the Board approve the allocation.

Mr. Campos moved to approve the allocation. Mr. Mortillaro seconded the motion and it passed by unanimous voice vote.

c. Approval to Conduct NCRTD Board Meeting and Finance -Regional Coordination & Consolidation Subcommittee Meetings on Alternate Months

Ms. Lucero reported that the two sub-committees of Coordination and Finance merged. Some members had suggested quarterly Board meetings but they had too much business and needed to meet more frequently.

She said Commissioner Stefanics had suggested in an email to have regular board meetings on every other months and the Subcommittee agreed to put it on this agenda. With this proposal, the NCRTD would have committees meet on alternate months when the Board didn't meet.

Mr. Campos asked if that wouldn't affect the bylaws.

Ms. Lucero said it would. There was not an Open Meetings Act resolution prepared for this meeting but would wait pending the Board's decision on this.

Mr. Mortillaro said they discussed this before. The RTD had a lot on its plate and going to alternate months would just put more on their plate so he was not in favor of every other month.

Commissioner Stefanics joined the meeting by phone at 9:33. She said she thought they approved the merger last time. She explained that her only reason for this proposal was to improve attendance. She was fine with every month Board meetings. The Finance and Coordination Subcommittee dealt with a lot of things. That was the only reason she made this suggestion.

Ms. Lucero said once this meeting was over she would begin working on the next one. It was a lot of meetings but since November, 2004, they had items for discussion and approval every month. Some might be just 2-3 items but they always had a lot on their plate to approve. Having fewer meetings didn't meet they had fewer things to consider and approve.

Mr. Mortillaro asked if the Board had approved the consolidation of the Finance and Coordination Subcommittees.

Ms. Lucero said the committee merger was not on the agenda last time.

Chairman Herrera said the action could be broken into two actions if the Board wished.

Mr. Mortillaro moved to approve the consolidation of the Finance and Coordination Subcommittees. Commissioner Stefanics seconded the motion and it passed by unanimous voice vote.

Mr. Mortillaro moved that the Board table discussion of alternate month meetings for now. /Mr. Martínez & Mr. Campos seconded the motion and it passed by unanimous voice vote.

4. DISCUSSION ITEMS

a. Finance and Personnel Subcommittee Report

Mr. Mortillaro said at their meeting on January 15th and discussed the best practices among RTDs and that was tabled. They got purchase cards for employees. Mr. Valencia discussed the pre-appointments and the Committee asked him to get more information. They also discussed the consolidation of the two committees and felt personnel was the purview of the Executive Director.

b. Tribal Subcommittee Report

Mr. Valencia reported on their meeting on Jan 26th. The minutes were in the packet. They discussed present tribal funding and carrying over funds to next fiscal year since the tribes didn't receive a transit award this year. Ms. Trujillo presented a proposal for it. They also discussed preparing a letter to the RPA regarding tribal services. The next meeting would be on February 16 at Buffalo Thunder.

c. NCRTD Financial Report

Ms. Kaplan presented the report. She noted the heading on the balance sheet should say through December.

She now had a page for tracking GRT on page 10. The system was working reasonably well. The payments were coming in and were sending it out as required to Santa Fe County.

Chairman Herrera asked where they were with the process of remitting GRT to the other counties.

Ms. Kaplan said that for Rio Arriba and Taos they were managing their funds. The Santa Fe transfer was going well. We still hadn't worked out how Atomic City would bill NCRTD for their portions.

Chairman Herrera asked if the treasurers were submitting the receipts. Ms. Kaplan agreed.

Mr. Campos said they had budgeted low and asked if they now could see a comparison of that budget with actual receipts.

Ms. Kaplan said it was on page 10. Although this was through December it only reflected payments received through September so it was only three months. They budgeted for 9 months so this represented a third of the year.

They were a little over but very close so they were on target. The amounts were not even and December was a little higher than normal with the shopping season. They probably would exceed the budget modestly.

5. MATTERS FROM THE BOARD

Mr. Bulthuis wondered if the agreements between cities and counties had been executed yet.

Ms. Lucero said the last she heard it was at the City of Santa Fe.

Mr. Bulthuis agreed to check that out.

Ms. Lucero said they kept extending the county contract because they didn't have it back yet.

Chairman Herrera announced that Santa Clara Sheriff Pat Naranjo had been assigned to the Board and Mary Lou Quintana would continue as the designee.

6. MISCELLANEOUS

Ms. Lucero invited Mr. Bulthuis to share the information about the Southwest Transit Association conference that was starting on Sunday at the Santa Fe Community Convention Center. There were 300 registered so far. There were lots of good topics and would go through Wednesday noon.

Mr. Bulthuis shared some of the details of the conference.

7. NEXT BOARD MEETING: FRIDAY, MARCH 5, 2010

Ms. Lucero asked who would like to host the next meeting.

Commissioner Stefanics agreed to have the meeting at the Santa Fe County Commission chambers.

Mr. Mortillaro offered to host the Board meeting in Los Alamos in April.

8. ADJOURN

Having completed the agenda and with no further business to come before the Board, the meeting was adjourned at 9:55 a.m.

Approved by:

for Lorena Reno - Vice Chair
Alfred Herrera, Chairman

Attest:

Michael Wismer
Michael Wismer, Secretary

Minutes submitted by

Carl Boaz